



**Town of Easton Planning Commission
Decision Summary**

Thursday, June 20, 2024 at 1:00 p.m.

Town Hall Chamber 2

14 S. Harrison Street, Easton, Maryland

Archived video of the meeting is available at:

[Town of Easton Agendas and Minutes](https://www.eastonmd.gov/Agendas/Agendas%20and%20Minutes)
[\(eastonmd.gov\)](https://www.eastonmd.gov/)

Attendance:

Commission Members:

Jennifer Dindinger, Chairperson
Philip Toussaint, Vice Chairperson
Tom Klein
Victoria McAndrews
William Ryall
Michael Ports, Alternate

Staff:

Miguel Salinas, Planning and Zoning Director
Joseph Mayer, Plan Reviewer
Nicholas Johnson, Planner
Sharon Van Emburgh, Esq. Town Attorney
Rick Van Emburgh, Town Engineer
Samantha Smith, Administrative Specialist

Absent:

Staff:

Lynn B. Thomas, Town Planner

1. Call to Order — Chairperson Dindinger called the meeting to order at 1:01 pm.

2. Decision Summary Review —

a. May 16, 2024 - The Commission noted the following correction to the draft decision summary:

i. Line 122: Add: “*highway*” or “*roadway*”.

Commissioner Ryall moved to approve the May 16, 2024 Decision Summary with amendments. Commissioner Klein seconded the motion.

<u>Vote</u>	<u>4 - 0 - 2</u>
FOR:	4 - Toussaint, Klein, Ports, Ryall,
AGAINST:	0
ABSTAIN:	2 - Dindinger, McAndrews
ABSENT:	0

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56 **3. Old Business — None**
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59 **4. New Business**
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- 61 **a. Applicant:** Willow Construction, LLC
62 **File No.:** 2024 - 1189
63 **Location:** 7741 Ocean Gateway, Easton, MD 21601
64 Tax Map 0107, Grid 0000, Parcel 2783, Lot 7
65 **Zoning:** CG
66 **Request:** The applicant is seeking architectural approval for reconstruction
67 to the interior and exterior to the building façade of the existing 14,700 square
68 foot unoccupied car dealership on 7741 Ocean Gateway for a Hertrich Kia
69 Dealership.
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71 Staff recommends the following condition:
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- 73 1. The applicant is required to address all Easton Staff Development Review
74 (ESDR) review comments and obtain all applicable permits.
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76 **Staff Presentation:**

77 Joseph Mayer, Plan Reviewer
78 Miguel Salinas, Director of Planning and Zoning
79 Sharon Van Emburgh, Esq. Town Attorney
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81 **Applicant Presentation:**

82 Tim Metzner, Davis, Bowen & Friedel, Inc.
83 Emily Cylc, Davis, Bowen & Friedel, Inc.
84 Nicholas Chilcoate, Hertrich Kia
85 Al Guckes, Hertrich Kia
86 Shaquille Turner, Willow Construction
87 Justin Hiner, Willow Construction
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89 **Public Comment — None**

90 **Public Comment Written — None**
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92 **Vice Chairperson Toussaint moved to approve the architecture subject to the**
93 **following conditions:**
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- 95 1. The applicant shall address all outstanding Easton Staff Development
96 Review (ESDR) comments, and obtain all applicable permits.
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98 2. The applicant shall provide a more detailed description of the proposed glass
99 windows, and work with staff to mitigate bird strikes.

Commissioner Ryall seconded the motion.

Vote	5 - 0
FOR:	5 - Dindinger, Toussaint, Klein, McAndrews, Ryall
AGAINST:	0
ABSTAIN:	0
ABSENT:	0

5. Discussion Items

- a. 2023 Annual Report — Mr. Miguel Salinas presented the draft 2023 Easton Planning Commission Annual Report as required by the State Land Use Article. The Commission is required to formally approve the Report for submission to the Maryland Department of Planning, with a copy to be filed with the Town Council. This information is used by the State to assess the overall growth and development throughout the given year; particularly the amount of growth that is throughout the Priority Funding Areas of Maryland (the Town of Easton is presently within a Priority Funding Area). Mr. Salinas summarized that there were no outstanding findings in the reported data; noting that the information provided in the *Detailed Development Capacity Analysis* of Section III is supplemented with a table from the Draft 2024 Comprehensive Plan that provides data on capacity inside and outside the PFA. Mr. Salinas also noted findings in the *Measures and Indicators* section of the report (Section V) that approximated 58 new residential building permits issued in the reporting year, and reported one annexation (Easton Point Park).

The Commission reviewed Section II: *Amendments and Growth Related Changes in Development Patterns* of the draft report, and advocated for the additional selection of “Affordable/Workforce Housing” and “Bike/Pedestrian Planning” in *Table 2.E.*, as topics to be included in the applicable planning and/or development processes identified and/or implemented during the 2023 year. The four topics to be selected as applicable are: “Zoning Reform”, “Affordable/Workforce Housing”, “Revitalization and Infill”, and “Bike/Pedestrian Planning”.

The Commission considered the total number of residential units that qualify as Reconstructed/Replaced to be included in *Table 4A: Amount of Residential Growth* of Section V: *Measures and Indicators*. Staff clarified that the 55 residential units reported inside the PFA are predominantly single-family dwellings, and may also include a portion of units from the Doverbrook Apartment project. Projects such as the Jowite Street project are applicable to the 2024 calendar year report.

The Commission held further discussion in identifying additional recommendations to be reported in Section II of the draft report including the

preliminary development of new Town Design Guidelines, and Amendments to Zoning Regulations and zoning map. The 2024 Annual Report is anticipated to include data involving the most recent Zoning Ordinance updates. For reader context and clarity, the Commission made a general suggestion for the renaming or redescription of lesser known projects and properties referred to in the Total Infill/Redevelopment/Build-out Potential table so that they may be more easily identified.

Staff Presentation:

Joseph Mayer, Plan Reviewer
Miguel Salinas, Director of Planning and Zoning

Commissioner Klein moved to approve the annual report with the proposed amendments. Vice Chairperson Toussaint seconded the motion.

Vote	5 - 0
FOR:	5 - Dindinger, Toussaint, Klein, McAndrews, Ryall
AGAINST:	0
ABSTAIN:	0
ABSENT:	0

- b. Potential Revisions to the Zoning and Subdivision Text Amendments — The ongoing discussion of potential revisions to the Zoning and Subdivision Text Amendments was tabled to a future Planning Commission meeting.
- c. Continued Discussion of the Inclusionary Zoning Ordinance — Mr. Salinas provided an update to the progress of the Attainable Housing Task Force. The Planning and Zoning Department is pursuing the hiring of a national fiscal and housing policy consultant to provide best practices for Inclusionary Zoning ordinances and recommendations for amendments to the Town’s draft ordinance. The findings and recommendations of the consultant will be presented before the Task Force at their July 11, 2024 meeting, and to the Planning Commission at a later time. The Commissioners then discussed the most effective approach in which to present their recommendation to the Council once they are prepared to do so.
- d. Window Design Related to the Mitigation of Bird Collision — Following the review of application 2024 - 1189 on behalf of the Hertrich Kia dealership and the architectural approval of the new Shore Health Hospital in November 2023, the Commission reflected on appropriate design and lighting options to incorporate in order to efficiently minimize bird-building collisions on future projects. As a condition of their approval to investigate appropriate measures to minimize bird collisions, representatives from the University of Maryland Medical System application have since indicated that they are looking at higher reflective percentages for their windows, and are exploring additional glass treatment

191 options.

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- 193 e. Chairperson Dindinger announced her resignation effective August of 2024. Vice
- 194 Chairperson Toussaint will succeed as acting Chairperson, and Michael Ports has
- 195 volunteered to serve as a regular Commission Member. An election for Vice
- 196 Chairperson will be held at a subsequent meeting.

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199 **6. Adjournment** — Chairperson Dindinger moved to adjourn. Commissioner Ryall

200 seconded the motion. The meeting was adjourned at 2:52 p.m.